

TOWN OF STONEHAM

APPLICATION FOR USE OF TOWN COMMON



Name of Group/Organization _____

Address: _____ Tel: _____

List dates requested: _____ Hours requested: from _____ to _____

Please describe the event and activity: _____

Estimated total number of persons who will attend (see #4 below): _____

Please Read Carefully the following RULES and IMPORTANT INFORMATION

1. No alcoholic beverages shall be consumed on the Town Common or adjacent grounds.
2. Reservation of the Common is granted with the understanding that the Applicant shall be held liable for any property damage and shall be required to reimburse the Town of Stoneham for such damage. All trash resulting from the event shall be removed by Applicant from the Town Common area immediately following the event and properly disposed of. Failure to do so will result in a charge for removal and disposal by the Town.
3. Use of adjacent parking or other municipal parking for non-parking use must be authorized by the Town Administrator.
4. If estimated attendance exceeds 200 persons, a copy of this application must be submitted to the Stoneham Fire and Police Chiefs for their review. Applicant is responsible for the implementation of all recommendations from these departments' reviews.
5. No fee may be charged by the Applicant for admission to the event.
6. Completion of this application does not constitute an agreement to use other Town facilities. A separate application must be made for use of those facilities.
7. No activity may occur between the hours of 10:00 P.M. to 6:00 A.M., unless otherwise authorized, in writing, by the Town Administrator.

As a condition of approval of this application and the use of the Town Common, the Applicant acknowledges and agree that:

- *The Applicant (a) has read and understands the rules set forth above, (b) shall inform those using the Town Common pursuant to the grant of this application of these rules, and (c) that the organization and those using the Town Common pursuant to the grant of this application shall abide by these rules;*
- *The applicant shall abide by the Town's Regulations for the Use of Town Common, and any additional requirements imposed by the Town Administrator or his designee(s) as a condition for the grant of this application;*
- *Approval of this application by the Town is granted with the acknowledgement and agreement that the Town of Stoneham, its officials, employees and agents shall not be held responsible for injuries or damages sustained or property lost or stolen on the Town Common or adjacent grounds during the course of the subject event or otherwise arising from the grant of this application and that the Applicant shall indemnify, defend and hold harmless the Town of Stoneham, its officials, employees and agents from any liability, damages or expenses resulting therefrom; and,*
- *Applications shall be processed in order of receipt. The Town reserves the right to deny an application.*

SIGNATURE*: _____ DATE: _____

PLEASE PRINT FULL NAME _____

ADDRESS: _____ TELEPHONE NUMBER: _____

***The person signing this application on behalf of a group or organization must have authority to sign on behalf of said group or organization, and by signing this application is certifying that he/she has such authority.**

TO BE COMPLETED BY TOWN ADMINISTRATOR

APPLICATION APPROVED: _____ APPLICATION DENIED: _____

_____, DATE: _____

TOWN ADMINISTRATOR